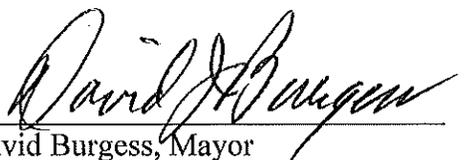


**City of Windsor Heights Regular Business Meeting Minutes**  
**Monday, March 16, 2020 – 6:00 P.M. Council Chambers**

1. **Call to Order:** Mayor Burgess called the meeting to order at 6:00 PM. Council members present: Susan Skeries, Joseph Jones, Mike Loffredo, Mike Jones, and Threase Harms. Staff present: Interim Administrator Mark Arentsen, Finance Director Rachelle Swisher, Public Works Director Dalton Jacobus, City Engineer Justin Ernst, and the City Attorney. The Pledge of Allegiance was recited.
2. **Approval of the Agenda:** Motion by Harms to approve the agenda removing Item H – Police Union Contract. Seconded by Mike Jones. Motion passed 5-0.
3. **Public Hearings:**
  - A. **FY 2020-2021 Budget Hearing:** Motion by Mike Jones to open the public hearing at 6:07 PM. Seconded by Joseph Jones. Motion passed 5-0. No comments written or oral. Motion by Loffredo to close the public hearing at 6:09 PM. Seconded by Joseph Jones. Motion passed 5-0.
    - i. **Consideration of Resolution No. 2020-34 – A Resolution Adopting the FY 2020-2021 Budget:** Motion by Mike Jones to approve Resolution No. 2020-34. Seconded by Joseph Jones. Motion passed 5-0.
  - B. **University Avenue Bid Award Hearing:** Motion by Mike Jones to open the public hearing at 6:10 PM. Seconded by Harms. Motion passed 5-0. John McKee -6616 Del Matro Ave submitted written comments in opposition to the University Avenue project. Motion by Harms to close the public hearing at 6:12 PM. Seconded by Harms. Motion passed 5-0.
    - i. **Consideration of Resolution No. 2020-35 – A Resolution Awarding the University Avenue Construction Project to Elder Corporation (\$6,743,000):** Motion by Harms to approve Resolution No. 2020-35. Seconded by Joseph Jones. Motion passed 5-0.
    - ii. **Consideration of Resolution No. 2020-36 – A Resolution Approving the Scope and Fee Proposal from BMI for University Avenue Construction Services not to Exceed \$697,788:** Motion by Harms to approve Resolution No. 2020-36. Seconded by Joseph Jones. Motion passed 5-0.
4. **Public Forum:** Lauren Campbell – Windsor Heights Chamber – reported that all Chamber events are cancelled due to COVID-19.
5. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration.
  - A. **Approve Minutes of the Regular Council Meeting on March 2, 2020**
  - B. **Approve Payment of Claims**
  - C. **Approve February Financial Reports**Motion by Joseph Jones to approve the consent agenda. Seconded by Harms. Motion passed 5-0.
6. **New Business:**
  - A. **Consideration of Bonding Resolutions**
    - i. **Resolution No. 2020-36A - Resolution Setting the Date for the Sale of General Obligation Urban Renewal Bonds, Series 2020B and Authorizing the use of a Preliminary Official Statement in Connection Therewith (\$7,500,000.00):** Motion by Harms to approve Resolution No. 2020-36A. Seconded by Joseph Jones. Motion passed 5-0.
    - ii. **Resolution No. 2020-36B – A Resolution Setting the date for Sale of General Obligation Corporate Purpose and Refunding Bonds, Series 2020A and Authorizing the use of a Preliminary Official Statement in Connection Therewith (\$8,500,000.00):** Motion by Harms to approve Resolution No. 2020-36B. Seconded by Loffredo. Motion passed 5-0.
  - B. **Resolution No. 2020-37 - A Resolution Approving the 2020 PCC Patching Project Plans and Specifications and Setting a Public Hearing to Award Bids:** Motion by Joseph Jones to approve Resolution No. 2020-37. Seconded by Harms. Motion passed 5-0.
  - C. **Consideration of Resolution No. 2020-38- A Resolution Setting Date for Public Hearing on Ordinance No. 2020-02 – An Ordinance Amending the Windsor Heights Code of Ordinances Relating to Nuisance Abatement Charges:** Motion by Harms to approve Resolution No. 2020-37. Seconded by Mike Jones. Motion passed 5-0.

- D. Consideration of Resolution No. 2020-39 – A Resolution Thanking Jim Egger for His Years of Service on the Planning and Zoning Commission:** Motion by Harms to approve Resolution No. 2020-39. Seconded by Skeries. Motion passed 5-0.
- E. Consideration of Resolution No. 2020-40 – A Resolution Approving and Authorizing Signatories on Behalf of the City of Windsor Heights, Iowa for the Bankers Trust Checking Account:** Motion by Loffredo to approve Resolution No. 2020-40 with the amendment that any two of the authorized signers can sign. Seconded by Joseph Jones. Motion passed 5-0.
- F. Consideration of Resolution No. 2020-42 - A Resolution Creating a Temporary Community Center Fee Reimbursement Policy due to the Public Health Threat of the Coronavirus (COVID-19):** Motion by Skeries to approve Resolution No. 2020-42 with the amendment that the CEC be closed for the next four weeks and reevaluate it at the 4/6/20 meeting. Seconded by Joseph Jones. Motion passed 5-0.
- G. Consideration of Resolution No. 2020-43 - A Resolution Approving a Soil Quality Restoration at 1919 69th Street in the amount of \$1,495.40:** Motion by Harms to approve Resolution No. 2020-43. Seconded by Skeries. Motion passed 5-0.
- H. Consideration of Police Union Contract:** Item removed.
- 7. Reports:**
- A. Mayor and Council Reports and Committee Updates:** Mayor Burgess congratulated Chief McCluskey on his graduation from the FBI Academy. Skeries toured public works facilities and thanked PW Staff for the work that they do. Joseph Jones reported the possibility of half cent levy increase for DART. Mike Jones reported on Bravo activities. Harms reported that the Metro Waste meeting is set for 3/25.
- B. Interim City Administrator Report:** Pre-construction meeting for College-Allison-69<sup>th</sup> Street on Friday. Park plan proposals received and are being evaluated. Ratings call with Moody's to issue their bond rating for the city. Urban renewal plan meetings with affected entities upcoming. No applications for Planning and Zoning Commission. COVID-19 planning meeting with school district. Monitoring proposals on property on 63<sup>rd</sup> and University.
- C. Staff Reports:**
- i. Public Safety Report
  - ii. Public Works Report
  - iii. Communications-Recreation Coordinator Report
- No questions from council on provided reports.
- 8. Closed Session.** Pursuant to Iowa Code Section 21.5 (1) (c) To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation: Motion by Harms to go into closed session at 6:47 PM. Seconded by Joseph Jones. Roll call vote: Harms- Aye, Joseph Jones – aye, Skeries – aye, Loffredo – aye, and Mike Jones – aye. Motion passed 5-0.
- 9. Convene Into Open Session**  
Motion by Joseph Jones to convene into open session at 7:06 PM. Seconded by Harms. Motion passed 5-0.
- 10. Adjourn to 6:00 pm on Monday, April 6, 2020 for a Regular Council Meeting at the Council Chambers:** Motion by Harms to adjourn the meeting at 7:07 PM. Seconded by Skeries. Motion passed 5-0.

  
David Burgess, Mayor

  
Attest: Travis Cooke, City Clerk